



Fee (\$25.00) _____ Permit No. _____

City of Fredericksburg
Department of Planning & Community Development
715 Princess Anne Street, P.O. Box 7447
Fredericksburg, Virginia 22404
540-372-1179

HOME OCCUPATION PERMIT

Name of Applicant: _____ Telephone: _____

Address of Home Occupation: _____

Name of Property Owner: _____

Mailing Address of Property Owner: _____

Description of Home Occupation (be specific): _____

As owner(s) of the above property, I hereby authorize the use of said premises for operation of the Home Occupation as described above.

Property Owner/Agent Print and Sign Your Name Date

Applicant Certification

I, _____, hereby apply for approval to conduct the Home Occupation identified above and certify that this address is my legal residence. I have read, understand, and will abide by the conditions and restrictions on Home Occupations listed on the reverse. This approval is based solely on the information provided herein. If such information should be proven inaccurate at a later date, approval will be reconsidered.

Applicant's Notarized Signature Date

CITY OF FREDERICKSBURG, COMMONWEALTH OF VIRGINIA

Subscribed and acknowledged before me this _____ day of _____, 20 _____.

Notary Signature and Registration Number Commission Expiration

FOR OFFICE USE ONLY

If approved, this permit shall be valid until such time that the applicant ceases operation or no longer resides on the premises. No permit shall be assigned or transferred to another person. The Zoning Officer shall have the authority to revoke any Home Occupation Permit upon thirty (30) days prior written notice to the applicant that the Home Occupation on the premises is being conducted in violation of the provisions of Section 78-71 and upon the applicant's failure to correct such violation within said thirty (30) day period. Revocation of such permit shall not preclude or limit the Zoning Officer from seeking other remedies for zoning violations available under this Chapter.

☐ **APPROVED** ☐ **DENIED**

Comments: _____

Zoning Administrator/Officer: _____ Date: _____

HOME OCCUPATION CONDITIONS

Please read the following information and sign the reverse to indicate that you have read and fully understand the limitations and conditions you are subject to.

A Home Occupation as envisioned in Section 78-71 of the City Code, is defined as follows: Any occupation other than that of operating a beauty parlor, barber shop, convalescent or nursing home, tourist home, massage parlor or similar establishment offering services to the general public, carried on by a member of the family residing on the premises in connection with which there is kept no stock in trade nor commodity sold upon the premises, no person is employed other than a member of the family residing on the premises and no mechanical equipment is used except such as is customary for purely domestic or household purposes.

Permitted Home Occupations shall include, but not be limited to: (1) artists and sculptors, (2) authors and composers, (3) tailors, dressmakers, and seamstresses, (4) home crafts, such model making, rug weaving, lapidary work and ceramics, (5) schools of special education (e.g., music, art).

Home Occupations shall not include the following: (1) antique shops, (2) barber shops or beauty shops, (3) nursing or convalescent homes, (4) tourist homes, bed and breakfast establishments, or rooming or boarding houses, (5) massage parlors or similar establishments, (6) eating establishments, (7) gift shops, (8) repair services or personal service establishments, except as otherwise permitted by Section 78-71, (9) riding or boarding stables or kennels, (10) veterinary hospitals, (11) private clubs, (12) engine, or similar repair shops.

1. The use of the dwelling unit for a home occupation may only be an accessory use, as defined in Section 78-1 of the City Code.
2. The home occupation must be conducted entirely within the dwelling unit.
3. The home occupation must be conducted by persons whose principal residence is on the premises.
4. No employees, paid or unpaid, shall be involved in the home occupation, except for persons whose principal residence is on the premises.
5. There shall be no evidence on the exterior of the premises or visible from the exterior of the premises that the property is used for any purpose other than a dwelling unit.
6. No signs shall be permitted.
7. No sale of merchandise, equipment or materials, outside storage, or display shall be permitted.
8. No audible noise, detectable vibration, or odor shall extend beyond the confines of the premises, including transmitting through vertical or horizontal party walls.
9. Classes for students or meeting with clients or customers, including delivery of materials incidental to such activities shall not exceed five persons per day nor more than three persons at any one time; provided, however, that occasional special events associated with such activities, such as graduations or recitals, may be permitted by the Zoning Officer.
10. No more than 25 percent of the floor area of the dwelling unit, excluding attached garages, shall be used to conduct the home occupation.
11. No more than 20 square feet of the total floor area of the principal dwelling shall be used for storage. The storage of hazardous materials shall be prohibited.
12. No parking spaces shall be added on the premises for customers, or students of the home occupation. No motor vehicle used by such persons shall be parked at any place on the premises except as shown on the home occupation application schematic filed in accordance with the Home Occupation Ordinance upon request of the Zoning Officer.
13. No electrical or mechanical equipment shall be employed other than machinery or equipment customarily used in the home and associated with a hobby or a vocation.
14. No person shall conduct a home occupation without obtaining the appropriate business, service, or occupational license required by law and issued by the City Commissioner of Revenue.